




STATE OF TENNESSEE
DEPARTMENT OF FINANCE AND ADMINISTRATION
DIVISION OF MENTAL RETARDATION SERVICES
ANDREW JACKSON BUILDING, 15TH FLOOR
500 DEADERICK STREET
NASHVILLE, TN 37243

MEMORANDUM

DATE: September 19, 2007
TO: Kathleen Clinton, John Craven, and C.J. McMorran
FROM: Stephen H. Norris 
Deputy Commissioner
SUBJECT: Medication Administration by Unlicensed Natural Supports or Volunteers

This memo provides clarification regarding whether a provider agency may utilize unlicensed natural supports or volunteers to administer medications.

Tennessee Department of Health Rule 1200-20-12 specifies the criteria that must be met in order for unlicensed personnel to be authorized to administer medications after receiving Medication Administration Training through an approved training program. Section 1200-20-12(21) defines "Unlicensed personnel authorized to administer medications", and Section 1200-20-12(21)(e) states that the person has to be "approved to administer medications by both the Department and the **provider agency by which the unlicensed personnel is employed**" [bold added for emphasis]. This rule does not permit a provider agency to utilize unlicensed natural supports or volunteers to administer medications during those hours when the provider agency is responsible for providing services. This is applicable whether or not the unlicensed natural supports or volunteers have received Medication Administration training.

If you have any questions, please contact Marlenia Overholt, Director of Nursing, at (615) 253-6095, or Ruth Givens, Nurse Educator, at (615) 532-6547.

SHN:wlm

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